

**OVERSIGHT BOARD TO THE SUCCESSOR AGENCY
TO THE SAN FERNANDO REDEVELOPMENT AGENCY**

MEMORANDUM

TO: Chairperson Judith N. Frank and Oversight Board Members

FROM: Brian Saeki, Executive Director
By: Nick Kimball, Finance Director

DATE: September 11, 2014

SUBJECT: Successor Agency Administrative Budget 14-15B

RECOMMENDATION:

It is recommended that the Oversight Board to the Successor Agency to the San Fernando Redevelopment Agency adopt Resolution No. 20, approving the Successor Agency's Administrative Budget 14-15B (Exhibit "A" to the Resolution) for the six-month fiscal period from January 1, 2015 through June 30, 2015.

BACKGROUND:

1. Pursuant to AB 26, as amended by AB 1484, the Successor Agency is required to prepare an administrative budget for each six-month fiscal period and submit the administrative budget to the Oversight Board for approval. The administrative budget shall include all of the following: (i) estimated amounts for Successor Agency administrative costs for the upcoming six-month fiscal period; (ii) proposed sources of payment for Successor Agency administrative costs; and (iii) proposals for arrangements for administrative and operations services provided by the City or other entity.
2. Pursuant to AB 26, as amended by AB 1484, an "Administrative Cost Allowance" is paid to the Successor Agency from property tax revenues allocated by the County Auditor-Controller. The Administrative Cost Allowance is defined as an amount, subject to the approval of the Oversight Board, which is up to 3% of the property tax allocated for enforceable obligations from the RPTTF for each fiscal year, subject to a minimum amount of \$250,000 unless the Oversight Board reduces this amount.
3. Staff is submitting the administrative budget in conjunction with the submittal of the Recognized Obligations Payment Schedule (ROPS). Each ROPS must be submitted to the State Department of Finance ("DOF") for review no fewer than ninety (90) days before the date of property tax distribution (i.e. dates of distribution are January 2 and June 1 of each

year). The ROPS for the period of January 1, 2015 through June 30, 2015 (hereinafter the “ROPS 14-15B”), shall be submitted to the DOF by October 2, 2014.

4. The Successor Agency is required to submit Administrative Budget 14-15B and ROPS 14-15B to the Oversight Board for approval. The Oversight Board must take actions by resolution then submit the Oversight Board-approved ROPS 14-15A to the State Department of Finance (DOF), State Controller, and the County Auditor-Controller no later than October 2, 2014.
5. On September 2, 2014, the Successor Agency approved Administrative Budget 14-15B. Upon approval from the Oversight Board, Administrative Budget 14-15B will be transmitted to the DOF, State Controller, and County Auditor-Controller.

ANALYSIS:

Under AB X1 26 and AB 1484, an “Administrative Cost Allowance” is paid to the Successor Agency from property tax revenues allocated by the County Auditor-Controller. The Administrative Cost Allowance is defined as an amount, subject to the approval of the Oversight Board, which is up to a maximum of 3% of the property tax allocated for enforceable obligations, but not less than \$250,000 for any fiscal year unless the Oversight Board reduces this amount. The Administrative Cost Allowance is allocated from the Redevelopment Property Tax Trust Fund by the County Auditor-Controller.

The Administrative Cost Allowance to be received by the Successor Agency on January 2, 2015 is for the second half of fiscal year 2014-15. It is estimated that the Successor Agency to the San Fernando Redevelopment Agency administrative expenses will be \$125,000 for the reported six-month period. It is also important to note that the Administrative Cost Allowance is subject to reduction if there are insufficient funds to pay the enforceable obligations as listed on the ROPS for the same six-month fiscal period.

CONCLUSION:

The deadline to submit Administrative Budget 14-15B and ROPS 14-15B is October 2, 2014. All proposed administrative expenses noted in attached Administrative Budget 14-15B and ROPS 14-15B are permitted under applicable State law and are necessary in order to ensure that the Successor Agency completes its required work to wind down the affairs of the former City redevelopment agency. Therefore, staff recommends that the Successor Agency adopt Resolution No. 20 approving the Successor Agency’s Administrative Budget 14-15B to provide reimbursement for administrative costs incurred by the Successor Agency.

ATTACHMENT:

- A. Resolution No. 20 including Administrative Budget 14-15B as Exhibit “A”

Attachment A

RESOLUTION NO. 20

A RESOLUTION OF THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY APPROVING AN ADMINISTRATIVE BUDGET FOR THE PERIOD JANUARY 1, 2015 THROUGH JUNE 30, 2015 PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177 AND TAKING CERTAIN ACTIONS IN CONNECTION THEREWITH

RECITALS:

A. Pursuant to Part 1.85 of the Community Redevelopment Law (commencing with Health and Safety Code Section 34170) ("Part 1.85"), the Successor Agency to the San Fernando Redevelopment Agency ("Successor Agency") is required to undertake a number of actions related to winding down the affairs of the former Redevelopment Agency pursuant to Health and Safety Code Section 34177(h).

B. In connection with the administration and operations of the Successor Agency, the Successor Agency is and will be utilizing the staff, facilities, and other resources of the City. The City Manager of the City serves as Executive Director of the Successor Agency, the Finance Director serves as Finance Officer of the Successor Agency, and the City Clerk serves as Secretary to the Successor Agency. Planning, finance, engineering, public works, and other City departments devote and are expected to devote substantial time with respect to the administration and operations of the Successor Agency, including gathering information relating to the Redevelopment Agency's enforceable obligations, conferring with public officials representing governmental agencies, and undertaking other activities in connection with administration and operations of the Successor Agency.

C. Pursuant to Health and Safety Code Section 34171(d)(1)(F), contracts or agreements necessary for the administration or operation of the Successor Agency are enforceable obligations and pursuant to Health and Safety Code Sections 34178(a) and 34180(h), the Successor Agency may enter into agreements with the City with the approval of the oversight board for the Successor Agency (the "Oversight Board").

D. Pursuant to Health and Safety Code Section 34177(j), the Successor Agency is required to prepare a proposed administrative budget for each six month fiscal period and submit each proposed administrative budget to the Oversight Board for its approval. Each proposed administrative budget shall include all of the following: (1) Estimated amounts for Successor

Agency administrative costs for the applicable six-month fiscal period; (2) Proposed sources of payment for the costs identified in (1); and (3) Proposals for arrangements for administrative and operations services provided by the City or another entity.

E. Pursuant to Health and Safety Code Section 34177(k), the Successor Agency is required to provide administrative cost estimates, from its approved administrative budget that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund, to the County Auditor-Controller for each applicable six-month fiscal period.

F. The Successor Agency seeks the Oversight Board's approval of the administrative budget for the period of January 1, 2015 through June 30, 2015 ("Administrative Budget 14-15B"), in the form attached to this Resolution as Exhibit "A", and the Oversight Board's authorization to submit the approved Administrative Budget 14-15B to the County Auditor-Controller as required by Health and Safety Code 34177(k) to the County Auditor-Controller.

G. Administrative Budget 14-15B has been prepared in accordance with Health and Safety Code Section 34177(j) and is consistent with the requirements of the Health and Safety Code and other applicable law. The proposed source of payment of the costs set forth in Administrative Budget 14-15B is property taxes from the County's Redevelopment Property Tax Trust Fund established for the Successor Agency.

H. The activity proposed for approval by this Resolution has been reviewed with respect to applicability of the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines (California Code of Regulations, Title 14, Section 15000 et seq., hereafter the "Guidelines"), and the City's environmental guidelines.

I. The activity proposed for approval by this Resolution is not a "project" for purposes of CEQA, as that term is defined by Guidelines Section 15378, because the activity approved by this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per Section 15378(b)(5) of the Guidelines.

NOW, THEREFORE, THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY DOES HEREBY RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The above recitals are true and correct and are a substantive part of this Resolution.

This Resolution is adopted pursuant to the provisions of Part 1.85.

The Oversight Board hereby approves the Successor Agency approved administrative budget for the six-month fiscal period commencing January 1, 2015 and ending June 30, 2015 attached hereto as Exhibit "A" and incorporated herein by reference.

The officers and staff of the Successor Agency are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate

this Resolution, and any such actions previously taken by such officers and staff are hereby ratified and confirmed.

The Successor Agency Board determines that the activity approved by this Resolution is not a “project” for purposes of CEQA, as that term is defined by Guidelines Section 15378, because the activity approved by this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per Section 15378(b)(5) of the Guidelines.

PASSED AND ADOPTED this 11th day of September, 2014.

Judith N. Frank, Chair

ATTEST:

Tanya Ruiz, Deputy Clerk
County of Los Angeles, Board of Supervisors
Acting as Secretary to the
San Fernando Oversight Board

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I HEREBY CERTIFY that the foregoing Resolution was approved and adopted at a regular meeting of the Oversight Board of the Successor Agency to the San Fernando Redevelopment Agency held on the 13th day of February, 2014, by the following vote to wit:

AYES:

NOES:

ABSENT:

Tanya Ruiz, Deputy Clerk
County of Los Angeles, Board of Supervisors
Acting as Secretary to the
San Fernando Oversight Board

EXHIBIT A

**OVERSIGHT BOARD TO THE SUCCESSOR AGENCY TO THE FORMER
REDEVELOPMENT AGENCY OF THE CITY OF SAN FERNANDO**

ADMINISTRATIVE BUDGET 14-15B

(January 1, 2015 through June 30, 2015)

Exhibit 'A'

Successor Agency to the San Fernando Redevelopment Agency Administrative Budget 14-15B January 1, 2015 through June 30, 2015

**FY 14-15B
(Jan-Jun)**

Direct Staff Costs

Reimbursement to the City of San Fernando, serving as Successor Agency, for direct staff costs, including, but not limited to, the following positions:

City Manager
Executive Assistant to the City Manager
City Clerk
Community Development Director
Associate Planner
Community Preservation Officer (Code Enforcement)
Finance Director
Junior Accountant

<i>Subtotal Direct Staff Costs</i>	<i>94,200</i>
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Direct O&M

Contractual Services (Legal, Consulting)	11,000
Office Supplies and Operations Costs	960

<i>Subtotal Direct O&M</i>	<i>11,960</i>
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Total Direct Costs	106,160
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Indirect Cost Allocation (20% of Direct Staff Costs)	18,840
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Total Cost	125,000
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